



# STATE OF CONNECTICUT

## COUNCIL ON DEVELOPMENTAL DISABILITIES



### Request for Proposals # 3-4 FY 2019

Date: October 1, 2018

Title: On-Demand Transportation.

Scope: The purpose of this project is research and document the limitations of current “on-demand” transportation services for individuals who live with developmental disabilities.

Schedule: The initial period of performance shall be from the time of award until September 30, 2019. This project may be renewed for not more than two (2) subsequent years.

Statement of Work: The contractor shall:

Contact Uber, Lyft, and other providers of local “on-demand” transportation and research other resources to determine the suitability and the limitations of these services for individuals who live with developmental disabilities including but not limited to intellectual disability, behavioral disability, autism, limited mobility, deafness, blindness, mute. The contractor shall consider cost, vehicle specifications and driver qualifications. The contractor shall also determine the acceptability, allowability and permissibility of payment methods used by individuals who live with developmental disabilities including cash, EBT card and Medicaid funds.

Deliverables: The contractor shall deliver monthly reports and an annual report that shall include lists of expenditures, attendance at meetings, meeting agendas, meeting minutes, copies of presentations from meetings, membership rosters and any other salient materials produced using funds from the Connecticut Council on Developmental Disabilities.

Cost: The total payments for the initial period or performance of this project by the Connecticut Council on Developmental Disabilities shall not exceed \$15,000 and the contractor shall contribute at least 25% of the total cost of this project in the form of staff time, purchased materials, purchased services or in-kind services. (In the case of projects whose activities or products target individuals with developmental disabilities who live in urban or rural poverty areas, the contractor shall contribute at least 10% of the total cost of this project.) Indirect costs may not exceed 10% of the total cost of this project.

Qualifications: Organizations that would perform this work shall have demonstrated knowledge and experience with:

- transportation needs of individuals who live with developmental disabilities;
- on-demand transportation systems;
- regulations on public assistance for transportation such as Medicaid and EBT;
- individual- and family-centered, individual- and family-directed, systems of community services, individualized supports, and other forms of assistance for individuals who live with developmental disabilities.

Organizations that would perform this work shall have demonstrated support and commitment to the values of the Connecticut Council on Developmental Disabilities as articulated in the findings, purposes, and policy of the Congress of the United States in the Developmental Disabilities Assistance and Bill of Rights Act of 2000.

Evaluation Criteria: Proposals shall be scored according to the following rubric:

|                |     |
|----------------|-----|
| Approach       | 25% |
| Qualifications | 25% |
| Cost realism   | 25% |
| Schedule       | 25% |

Late proposals or proposals that do not follow the instructions may be summarily rejected.

Proposals by organizations that do not support the values of The Connecticut Council on Developmental Disabilities may be summarily rejected.

Terms: The agreement between the contractor and the Connecticut Council on Developmental Disabilities shall take the form of the attached Memorandum of Understanding.

Proposal Instructions: Please organize your proposal on not more than six pages plus appendices as follows:

- Cover Sheet using the attached form;
- A two-page narrative describing your approach to accomplish the Statement of Work;
- A two-page narrative describing your organization's Qualifications;
- Cost proposal using the attached form;
- Appendices. You may attach additional fact sheets, brochures, articles, resumes and other materials to support your approach, your qualifications, and your cost proposal.

Proposals shall be submitted via paper mail to Council on Developmental Disabilities, 460 Capitol Ave, Hartford, CT 06016, or by email to donna.devin@ct.gov, or by facsimile to (860) 418-6184.

**Proposals shall be submitted before November 1, 2018.**